

ADMINISTRATIVE - INTERNAL USE ONLY

4 December 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Director of Information Services

SUBJECT: OIS Weekly Report (26 November - 2 December 1986)

1. The Federal Bureau of Investigation (FBI) requested the Classification Review Division (CRD) to make a damage assessment of certain pages in a book co-authored by a former FBI employee who spent many years in counterespionage work against the Soviet Union. The book, published in 1986 and entitled THE FBI-KGB WAR, contains references to the CIA. CRD will review the entire book, paying particular attention to the pages highlighted by the FBI.

2. The National Archives and Records Administration (NARA) representative to the Agency reported that the revised DCI Records Control Schedule has been coordinated within NARA and sent to the Acting Archivist of the United States for approval. He also said that questions involving the revised Directorate of Science and Technology Records Control Schedule have been resolved and approval is expected in late January 1987.

3. Information Resources Management Division (IRMD) representatives met with the Data Base Manager of the Facilities Management Division, Office of Logistics (OL), to resume the scheduling of OL's machine-readable records.

4. IRMD annuitants continue their review of Office of General Counsel records retired to the Agency Archives and Records Center. During the reporting period, nine records deposits were searched and 716 Top Secret collateral documents were identified as either not on record or incorrectly recorded in the Top Secret Control Automated Data System (TSCADS).

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5. The backlog of initial FOIA/PA requests continues to decline and stands at 1214. This compares with 1725 one year ago and 3024 two years ago.

Additional interesting items can be found in the attached Information and Privacy Division report.

Attachment

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2 December 1986

MEMORANDUM FOR: Director of Information Services

FROM:

[redacted]
Chief, Information Resources
Management Division

SUBJECT: IRMD Weekly Report (26 November - 2 December 1986)

SIGNIFICANT EVENTS

a. Machine-readable Records. [redacted] Chief,
Electronic Information Control Branch (EICB), and [redacted]
of EICB met with [redacted] Facilities Management Division
(OL/FMD) Data Base Manager, on 2 December to resume the scheduling
of machine-readable records in OL.

b. Records Control Schedules. [redacted] Chief,
Information Management Branch, was advised by Colonel Ray Tagge,
National Archives and Records Administration (NARA) Appraiser, that
the DCI Records Control Schedule was processed for approval by the
Acting Archivist of the United States. Two items in the
Directorate of Science and Technology Records Control Schedule,
which were questioned by components within NARA, were discussed and
the problems resolved. Colonel Tagge expects the DS&T schedule to
be processed for approval around 20 January 1987.

c. Review of Office of General Counsel's Records. OIS
annuitants continue to review the Office of General Counsel's (OGC)
370 cubic feet of records held in the Archives and Records Center.
During this reporting period nine retirement jobs were searched and
716 Top Secret collateral documents were identified as either not
on record or incorrectly recorded in the Top Secret Control
Automated Data System (TSCADS). Review activity will continue on
the remaining 41 retirement jobs.

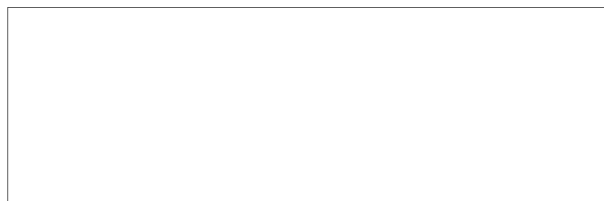
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d. Records Center Activities. Records Center personnel performed the following activities during the week:

RAMS:	Made 11 additions, 1 change, and 58 deletions.
ARCINS:	Jobs received/edited: 4. Jobs keyed: 9.
Accessions:	Received 11 jobs totalling 72 cubic feet.
References:	Serviced 1,263 requests for records (85 were for annuitants).
Special Run:	One to NCD.

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02 December 1986

MEMORANDUM FOR: Director of Information Services

25X1 FROM:

[REDACTED]
Chief, Regulatory Policy Division, OIS

SUBJECT: Regulatory Policy Division Activities
26 November - 02 December 1986

1. RPD is currently processing 129 jobs, a increase of five over last week's total.

25X1 2. Draft B of [REDACTED] is being circulated for Agency-wide coordination and comment.

25X1 3. The Office of Security has initiated a Headquarters Notice entitled [REDACTED]

25X1 4. Priority processing is being provided for two Agency regulations initiated by the Office of Personnel [REDACTED]

25X1 [REDACTED] Upon completion, the revised issuances must be submitted to the House and Senate oversight committees for review before the 1 January 1987 implementation date.

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02 December 1986

MEMORANDUM FOR: Director of Information Services

FROM: Chief, Classification Review Division

SUBJECT: CRD Weekly Report, 26 November - 02 December 1986

1. Following the HRP's now established pattern of studying a new group of records before commencing its formal review, HRB/CRD is studying the 1945-60 issues of CIA's Current Intelligence Bulletin and Current Intelligence Digest. We want each reviewer to become familiar with CIB-CID history and formats and to contribute to identifying the problems that the various issues have in common. So far, we have determined that the recurring problems will involve (1) the identification and possible sanitization of COMINT material and (2) the grading of the sensitivity of the various State sources that contribute the majority of the information in the CIB-CID. CRD has invited a state Delegation--to be led by Dwight Amach and filled out with four experienced classification reviewers with geographical specialities--to come to Ames on 3 December for an exchange of opinions. We will try to focus on how to define and deal with different categories of "foreign government information" and on how far CIA should concern itself with "foreign relations sensitivities."

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2. The FBI has requested a damage assessment review of two pages of a book written by a former Bureau Special Agent. The book, published in 1986, is titled The FBI-KGB War and was written by Robert J. Lamphere and Tom Shachtman. Lamphere served in the Bureau from 1939 to 1955. He spent many years working counter espionage cases against the Soviets and its in this area that he occasionally brings in the CIA. CRD is reviewing the entire book and will, of course, pay special attention to the two items of information highlighted by the FBI.

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3 December 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Chief, Information and Privacy Division, OIS

SUBJECT: IPD/OIS Weekly Report (26 Nov-2 Dec 1986)

		1986
1.	<u>The Week in Review</u>	<u>26 Nov-2 Dec 1986 Weekly Average</u>
a.	New cases	48 61.4
b.	Cases closed	60 70.3
c.	New appeals logged	1 3.1
d.	Appeals closed	5 3.4
e.	Manpower (man-weeks)	73.4 94.2
2.	<u>Current Backlogs</u>	
a.	Initial requests - 1214	
b.	Requests in administrative appeal - 170	
c.	Requests in litigation - 48	
3.	<u>Spotlighted Requests</u>	

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STAT HGH/KK:kas/[] (3 December 1986) (FINAL)
Distribution:
Orig - Adse
1 - DCI/DDCI/Executive Director
1 - DCI History Staff
1 - DDI
1 - DDO
1 - DDS&T
5 - OIS
1 - C/PAO
1 - Comptroller
1 - IG
1 - OGC
1 - OCA
1 - OP
1 - OL
STAT 1 - C/IMS []
1 - DDO/IRO []
STAT 25 - DDO/IMS []
1 - DDI/IRO
1 - DDA/IRO
1 - IC/IRO
1 - OIS/LA
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